

LEGAL ADVERTISEMENT

CITY OF BEAVERTON REQUEST FOR PROPOSAL SERVICES TO RECEIVE, PRINT AND MAIL UTILITY BILLING STATEMENTS Solicitation #2986-15B

The City of Beaverton is seeking sealed proposals from qualified consultants to provide services to receive electronic files, process and print utility bills, stuff inserts/return envelopes and mail utility billing statements via USPS. Consultants are invited to submit a proposal outlining their experience and qualifications in performing work directly related to the services required.

Sealed proposals will be received until 2:00 pm on May 13, 2015 at Finance Utility Billing Counter on the fourth floor of The Beaverton Building located at 12725 SW Millikan Way, Beaverton, Oregon 97005, Attention: Terry L. Muralt, CPPB, Purchasing Agent. There will be no formal opening. Facsimile proposals will not be accepted. Proposals will not be accepted after the stated opening date and time. Late proposals will be returned to the vendor unopened.

Solicitation packets may be downloaded from <http://apps.beavertonoregon.gov/Bids/> or may be obtained at the address listed above or by calling the Bid Line at 503-526-2228.

Proposers are required to certify non-discrimination in employment practices in accordance with ORS 279A.110(4), and identify resident status as defined in ORS 279A.120(1). Pre-qualification of proposer is not required. All proposers are required to comply with the provisions of Oregon Revised Statutes and Beaverton's Contract Review Board Policy.

The City of Beaverton reserves the right (1) to reject any or all proposal not in compliance with public bidding procedures, (2) to postpone award of the contract for a period not to exceed ninety (90) days from date of proposal opening, (3) to waive informalities in the proposals, and (4) to select the proposal which appears to be in the best interest of the City.

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